

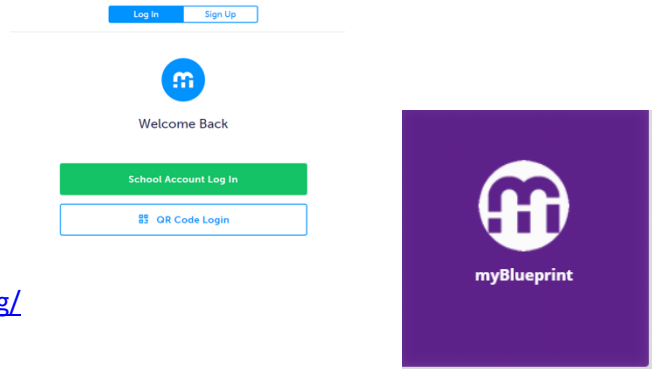
This step-by-step guide will help you complete online course selection using the myBlueprint website.

## EXISTING USER?

1. Visit [www.myBlueprint.ca/dpcdsb](http://www.myBlueprint.ca/dpcdsb)
2. Click **School Account Log In**

OR

1. From Student Dashboard: <https://students.dpcdsb.org/>
2. Click **myBlueprint**



## □ COURSE SELECTION

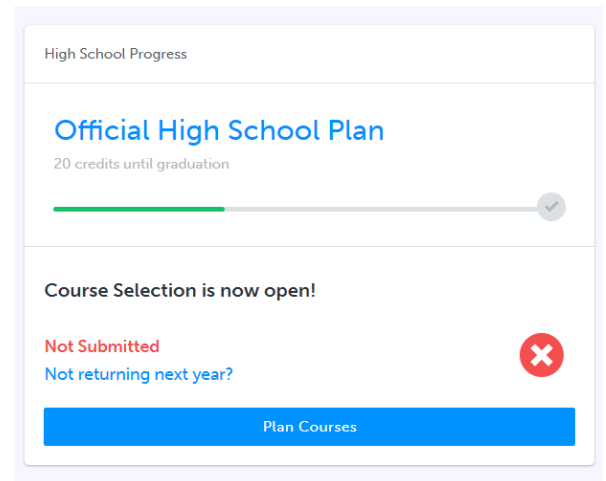
- From your myBlueprint **Dashboard**, scroll down to the High School Progress box and Click **Plan Courses**
- This will take you to your **High School Planner**

### BEFORE ADDING COURSES: REVIEW COURSE OFFERINGS

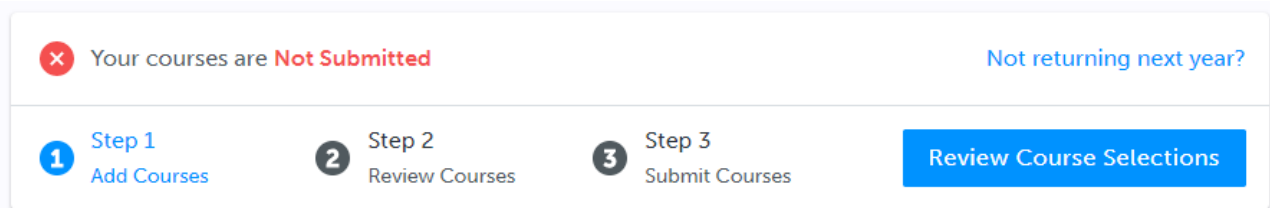
- Click on **Course Selection Resources**
- Click on **Course Calendar** to view courses offered

### STEP #1 - ADD COURSES FOR NEXT YEAR

- In High School Planner, click + **[Course]**.
- In the **Course Selection and Details** screen, explore the available courses.
- Click **Add Course** when you find the course you want.

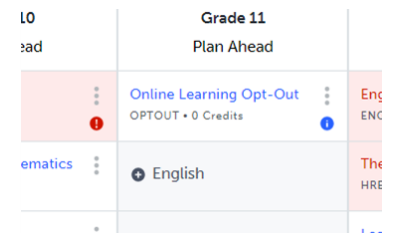


**HINT:** The **Graduation Indicator** will help you keep track of your progress towards graduation. Click **View Progress** for a list of specific graduation requirements.



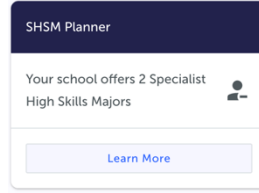
### \*\*New This Year – Opt Out Elearning\*\*

- Select **Online Learning Opt-Out** in the High School Plan (in the course selection list for the Grade you are selecting courses for)



## Interested in SHSM

- Select learn more in the **SHSM Planner**

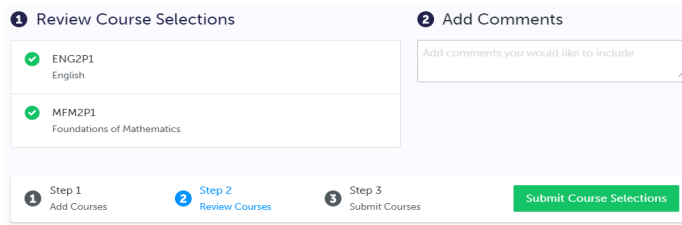


### STEP #2 - REVIEW COURSES

- When you are ready to submit your course selections, click the blue **Review Course Selections** button and give your course selection one final look over.

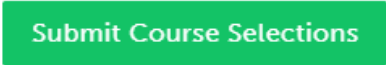
**NOTE:**

You can use the explain any issues (i.e. taking the summer school)



*“Add Comments” section to to your guidance counsellor prerequisite in night school, or*

### STEP #3 - SUBMIT COURSES



- Once you’ve carefully reviewed the **Details** page to ensure that you are meeting the requirements for the courses you have selected and that the courses that appear are correct, click on **Submit Course Selections**.

*Please note that you will not be able to modify your course selections once submitted (unless your guidance counsellor re-allows submission)*

### AFTER SUBMITTING YOUR COURSES:

- PARENT/GUARDIAN SIGNATURE REQUIRED** – After submitting your course selections:
- Click the **Print Sign-off Sheet** or **Printer** button at the top right, have your parent/guardian sign a copy, and return it to your teacher by Friday January 12<sup>th</sup> 2024.
- DO NOT SUBMIT for EMAIL PARENT APPROVAL (click X to move on)



<https://dpcdsb.schoolcashionline.com/>

### ACTIVITY FEE

- Payment of \$45 MUST be made on
- Fee: Online Agenda App/Awards/Guest Activities/Faith Formation/Retreats/Student Council



**SchoolCashOnline**  
Speakers/Extra-Curriculars/Orientation



**ANY QUESTIONS? ...**

- View the **Course Selections PowerPoint**
  - Posted in the Guidance Google Classroom & the John Cabot Website (Guidance page)
- Make a **Guidance Appointment**
  - Submit the Google Form on the John Cabot Website (Guidance page) or Guidance Google Classroom